

BID OPENING: March 31, 2009

BIDS SHALL BE PUBLICLY OPENED AT 11:00 A.M., PREVAILING WASHINGTON, D.C. TIME.

ANY QUESTIONS BEFORE AWARD CONCERNING THESE SPECIFICATIONS CALL KEN DE THOMASIS. (202) 512-0303. AFTER AWARD, REFER ALL QUESTIONS TO YOUR CONTRACT ADMINISTRATOR WHOSE NAME APPEARS IN THE UPPER PORTION OF THE PURCHASE ORDER. (202) 512-0303. NO COLLECT CALLS.

FACSIMILE SPECIFICATIONS

U.S. Government Printing Office (GPO)
Washington, D.C.

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)) and Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. 8-02)).

PRODUCT: Continuous Self Mailer Forms. Product prints face and back in four color process.

TITLE: Buffer Zone DM-Continuous Self Mailer

QUANTITY: 290,000 Single Forms (or 145,000 2 up forms), plus 50 QARCS.

TRIM SIZE : Single 7-3/4 x 9-1/2 “ without pin feeds; 16-1/2 x 11” with pins (2 across/1 down).

GOVERNMENT TO FURNISH: One CD-R created on a Macintosh using In Design Version 6.0, Illustrator CS Version 11, and Photoshop CS. Files are supplied in Native format. Fonts are included.

Visuals and samples.

GPO Form 892 proof label.

One reproduction proof, Form 905 with labeling and marking specifications.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except GPO imprint, form number, and revision date, carried on copy or film, must not print on finished product.

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under "Government to Furnish," necessary to produce the product(s) in accordance with these specifications.

Prior to image processing, the contractor is responsible for checking files contained on the furnished electronic media to insure that such features as bleeds, register marks, and correct file output selection have been provided for, so as to correctly generate films for printing. The contractor must supply necessary trapping. Films must be generated on high resolution image processors.

PROOFS: Five (5) sets of Digital color content proofs. At contractor's option, a film-based composite blueline may be submitted. Proofs must be created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and folded to the finished size of the product.

Five (5) sets of digital one-piece composite laminated color proofs on the actual production stock (Kodak Approval,

Screen TrueRite, Dupont Thermal Waterproof, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 dpi for entire publication. At contractor's option, a film-based composite laminated color proof on the actual production stock may be submitted provided direct to plate is used to produce the final product. The make and model number of the proofing system utilized shall be furnished with the proofs.

These proofs must have all elements in press configuration and must indicate margins. Proofs will be used for color match on press and must show dot structure. Inkjet, photographic, and overlay proofs are not acceptable. The proofs must contain color control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars (such as Brunner, GATF, GRETAG, or RIT) must show areas consisting of minimum 3/16" x 3/16" solid color patches; tint patches of 25, 50 and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet.

Send one set (1), together with the Government furnished material (copy, transparencies, electronic files), via traceable means, directly to FEMA, 1800 South Bell Street, Room 701, Arlington, VA 20598-3020. Attn: Ms. Yvette Williams, (202) 646-3290.

Send two sets (2), via traceable means, directly to RMG Connect, 466 Lexington Avenue, New York, NY 10017. Attn: Ms. Jackie McGowan.

Send two sets (2), via traceable means, directly to RMG Connect, 10-B Glenlake Parkway, NE, North tower – 4th Floor, Atlanta, GA 30328. Attn: Ms. Christine Reilly.

Contractor must call GPO Contract Compliance Section at (202) 512-0520 immediately upon sending/delivering proofs and immediately upon notification that the proofs are available for pickup at the department. Proofs will be withheld not more than 3 workdays from receipt in the department to when they are made available for pickup at the department. **CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT"**.

The contractor must not print prior to receipt of an "OK to print."

STOCK/PAPER: The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 11" dated February 1999.

JCP L-50 White Matte Coated Cover, Basis Weight 20 x 26, 500 sheets (pounds), 80 lb.

Cover: All text paper used in each copy must be of a uniform shade.

PRINTING: Head to head in four color process. Print two up.

Continuous Form prints type and illustration matter in builds of process colors and 100% black. Unwind position #1. Print 2 up/ 1 down size 16-1/2 x 11" with pins. Single 9-7/8 x 11" without pin feeds. Deliver rolls 40" in diameter with 5" cores. Rolls standing, not flat on pallets.

MARGINS: Inadequate gripper; follow electronic media.

BINDING: Score in center across 7-3/4" dimension (see dummy). Horizontal MICR perf (print rule does not print).

PACKING: Pack in shipping containers. Pack separately and identify.

Pallets are required.

LABELING AND MARKING (package and/or container label): Reproduce shipping container label from furnished repro, fill in appropriate blanks and attach to shipping containers.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Product Quality Levels:

- (a) Printing Attributes -- Level II.
- (b) Finishing Attributes -- Level II.

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests -- General Inspection Level I.
- (b) Destructive Tests -- Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Furnished Electronic Media.
P-8. Halftone Match (Single and Double Impression)	Furnished Electronic Media.
P-10. Process Color Match	Furnished Electronic Media.

DISTRIBUTION: Ship f.o.b. destination.

Deliver 50 INITIAL SAMPLE copies to: RMG Connect, Jackie McGowan, 466 Lexington Avenue, New York, NY, 10017. NOTE: Deliver here prior to shipping below.

Deliver 290,000 copies to: Direct Group, 100 Berkeley Drive, Swedesboro, NJ 08085. Attn: Katy Pagnotta. Phone: 856-241-9400.

Deliver All Government furnished material, one copy of the specifications, and five (5) samples to : FEMA, 1800 South Bell Street, Room 701, Arlington, VA 20598-3020. ATTN: Yvette Williams Phone 202-646-3290.

Deliver 1 sample to: US GPO, 732 North Capitol Street, NW, STOP CSAPS, Room 834-C, Washington, DC 20401. Attn: Ken De Thomas.

All expenses incidental to returning materials, submitting proofs, and furnishing sample copies must be borne by the contractor.

SCHEDULE: Furnished material will be available for pick up at the U.S. Government Printing Office , 27 G St., NW, Washington, D.C. 20401, on April 1, 2009 .

Submit proofs as soon as the contractor deems necessary in order to comply with the shipping schedule. Proofs will be withheld 3 workdays from receipt in the GPO until they are made available for pickup by the contractor.

Ship complete to arrive at destinations on or before April 13 2009.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with the order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

Toll Free WATS lines to the GPO are available to successful bidders to report information regarding compliance with schedule requirements under "SCHEDULE". The toll free number is 1-800-424-9470 or 9471 and for calls originating in the Washington, D.C. area, (202) 512-0516 or 0517. Personnel answering these calls will be unable to respond to questions of a technical nature. These calls cannot be transferred to other telephones in GPO.

OFFERS: Offers must include the cost of all materials and operations for the total quantity ordered in accordance with these specifications. In addition, a price must be submitted for each additional 1,000 copies per item. The price for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges and will not be a factor for determination of award.

QUALITY ASSURANCE RANDOM COPIES: The contractor will be required to complete a certificate furnished by GPO certifying that the copies were selected as directed. Business Reply Mail labels will be furnished for mailing the copies. The copies are to be mailed at the same time as the first scheduled shipment. A U.S. Postal Service approved Certificate of Mailing, identified by Jacket, and Purchase Order Numbers, must be furnished with billing as evidence of mailing.

SUBMIT BIDS TO: U.S. Government Printing Office, Bid Section (PPSB), 36 H Street NW, Room C-161, Washington, D.C. 20404. **FACSIMILE BIDS are permitted. Submit TWO copies of each facsimile bid to FAX No. 202-512-1782, one bid per facsimile.** Refer to Solicitation Provisions in GPO Contract Terms (GPO Publication 310.2), Page 1, Paragraph 6.